



CITY OF SAN ANTONIO

August 12, 2005

Dear Service Provider:

The City of San Antonio recently adopted an amendment to the *City of San Antonio's Three-Year Annexation Plan* to include the Timberwood Park area. The intent of this letter is to notify public and private service providers that currently serve this area. A map is attached for your reference.

Amending the City's Municipal Annexation Plan begins a three-year annexation planning process. Within the first year of amending the plan, property owners and public/private service providers are notified, an inventory of services is requested and compiled, a service plan is created and public hearings are held. Non-annexation agreements are permitted by state statute, but can only occur after placing the area in the three-year annexation plan and after public hearings are held. Properties will be eligible for full purpose annexation after the third anniversary of the amendment, June 2008. A copy of the adopted Three-Year Municipal Annexation Plan as amended May 26, 2005 can be found on the City's website at www.sanantonio.gov.

In addition to notification, this letter is also considered a formal request for information regarding the types and levels of services that you have provided during the year preceding May 26, 2005. The City of San Antonio is required to request this information by Section 43.053, Texas Local Government Code. This information should be returned to our department within 90 days of receipt of this request. The information that each service provider submits will then be compiled into a comprehensive inventory of services. The City may also choose to monitor the services provided in an area and verify the inventory information that you provide. Only those services provided in the year preceding the date of the Plan amendment need be included in your submittal.

Please include information regarding the type of service provided, the method of service delivery and the following types of information as it pertains to the services that you currently provide and any other information that you feel is relevant.

For infrastructure facilities and maintenance (including roads, utility facilities, and drainage structures):

- *An engineering report that describes the physical condition of all infrastructure elements in the area and,*
- *A summary of capital, operational and maintenance expenditures for that infrastructure.*

For critical services (fire, police, and emergency medical services):

- *Average dispatch and delivery times.*
- *Equipment schedules, including vehicles.*
- *Staffing schedules, including certification and/or training levels of personnel.*
- *A summary of operating and capital expenditures.*

If your packet includes an attachment for additional information, please provide all necessary information as requested. Your submittal should be returned to:

Christie Chapman, Senior Planner
Comprehensive Planning Division
Department of Planning
PO Box 839966
San Antonio, TX 78283-3966

If you have any further questions regarding this request for service information, you can contact Roxie Andersen at 207-7244 or by email at roxiea@sanantonio.gov or you can reach Christie Chapman at 207-7839 or by email at cchapman@sanantonio.gov.

Sincerely,

Emil R. Moncivais, AIA, AICP
Director, Department of Planning

cc: Christie Chapman, Senior Planner
Roxie Andersen, Planner II
Jesus Garza, Planning Manager
Bill Wood, Assistant City Attorney

Service Providers:

Captain Rey Lujan
Bexar County Sheriff's Office
200 N Comal St
San Antonio, Texas 78207

Steve Aldrete
American Medical Response (AMR)
11911 Radium
San Antonio, Texas 78216

Scott Lampright
Bexar County Emergency Mgmt Office
203 W Nueva Suite 302
San Antonio Texas 78207

Doug Campbell
Emergency Services District No. 3
PO Box 133
Bulverde, Texas 78163

Chief Scott Lee
Selma VFD
9375 Corporate Drive
Selma, Texas 78154

Chief Mark Yeoman
Bexar -Bulverde VFD
P.O. Box 45
Bulverde, Texas 78163

Anna Lopez
Waste Management of San Antonio
4730 SE Loop 410
San Antonio Texas 78222

Rudy Rodriguez
BFI
7000 IH 10 E
San Antonio Texas 78219

Les Locke
Department of Infrastructure Services
233 N. Pecos Street, Suite 420
San Antonio, Texas 78207

Johnny Terrazas
BexarMet Water Co.
P.O. Box 245994
San Antonio, Texas 78224-5994

Carroll J. Dorsett
City Public Service
P.O. Box 1771
San Antonio Texas 78296-1771

Orlando P. Hernandez
Bexar County Fire Marshal/Emerg Mgmt
203 W Nueva Suite 302
San Antonio Texas 78207